



DEPARTMENT OF  
INTELLECTUAL AND  
DEVELOPMENTAL DISABILITIES

## BEHAVIOR PROVIDER QUALIFICATIONS

**A DIDD Fully Approved Behavior Analyst** is a professional providing behavior services who has been approved by the State Director of Behavioral and Psychological Services after the provisional period. For approval as a DIDD Fully Approved Behavior Analyst, work products must be submitted that meet the criteria outlined in Behavior Services Work Product Review located on the DIDD website:

[http://tn.gov/didd/health\\_services/index.shtml](http://tn.gov/didd/health_services/index.shtml)

**A DIDD provisionally approved behavior analyst** is a professional approved to provide behavior services through the DIDD for an initial period with a requirement to demonstrate competency in the completion of work products under the DIDD system. The following standards apply to provisionally approved behavior analysts.

1. Provisionally approved behavior analysts shall submit work products to the Regional Behavior Support Committee for review.
2. Provisionally approved providers must achieve a score of 80% or better on each of 3 consecutive sets of work products that include a Behavior Services Assessment Report or Annual Update, Behavior Support Plan, and a Clinical Service Quarterly Review to have their provisional status removed (Full Approval Criterion). The Regional Behavior Analysis Director shall report that a person has achieved Full Approval Criterion to the DIDD Director of Behavioral and Psychological Services so that the behavior analyst's provisional status may be lifted.
3. Provisionally approved behavior analysts who have not achieved the Full Approval Criterion after having submitted 5 work products may have their approval to provide services removed (Removal Criterion).
4. If the Removal Criterion is met, the Regional Office Behavior Analysis Director will evaluate the overall trend in scores. After reviewing the scores, the Regional Office Behavior Analyst Director will make a recommendation to the DIDD Director of Behavioral and Psychological Services regarding retention of the provisionally approved behavior analyst. The DIDD Director of Behavioral and Psychological Services shall make the final decision regarding whether to terminate the behavior analyst's approval or continue the provisional approval.
5. A provisionally approved behavior analyst who has met the Removal Criterion is subject to termination of approval at any time it is determined that improvement in the work products has not occurred.

## BEHAVIOR ANALYST QUALIFICATIONS

- 1) Completion of at least a Master's degree in behavior analysis, psychology, special education, or related field; and
- 2) A minimum of 15 credit hours of graduate level course work in behavior analysis; courses must have focus on teaching of behavior analysis, rather than more generic topics in the discipline for which the graduate degree was awarded. The courses should address the following issues in applied behavior analysis: ethical considerations; definitions, characteristics, principles, processes and concepts; behavioral assessment and the selection of intervention strategies and outcomes; experimental evaluation of interventions; measurement of behavior and displaying/interpreting behavioral data; behavioral change procedures and systems support (Adapted from the Behavior Analyst Certification Board ®); and
- 3) A minimum of 1500 clock hours supervised field experience in behavior analysis under the supervision of a behavior analyst. Supervision minimally consists of face to face meetings for the purposes of providing

feedback and technical consultation for at least 5 % of the total hours worked. Practicums of 1000 hours may be accepted if they are primarily behavior analytic in nature and supervision is provided for at least 7.5% of those hours. Intensive practicums of 750 hours may be accepted if they are primarily behavior analytic in nature and supervision is provided for at least 10% of those hours. Behavior analysts with the following credentials will be deemed as acceptable supervisors for an applicant who wishes to meet these criteria: Board Certified Behavior Analyst; Board Certified Behavior Analyst – Doctoral; Licensed Practicing Psychologist with practice in behavior analysis and therapy; Licensed Senior Psychological Examiner with practice in behavior analysis and therapy (Adapted from the Behavior Analyst Certification Board®).

## CREDENTIALS

- 1) Currently a Board Certified Assistant Behavior Analyst (BCaBA®), Board Certified Behavior Analyst (BCBA), or Board Certified Behavior Analyst – Doctoral™ (BCBA-D™) by the Behavior Analyst Certification Board®; or.
- 2) Currently Licensed in the State of Tennessee for the independent practice of psychology; or
- 3) Currently a Qualified Mental Health Professional licensed in the State of Tennessee with a scope of practice that includes behavior analysis.

## EVALUATION OF WORK PRODUCTS

Each applicant seeking approval as a DIDD Fully Approved Behavior Analyst must submit work products reviewed by their prospective supervisor using the Behavior Services Work Product Review. In circumstances where a prospective supervisor is not yet identified, applicants will conduct a self-review of work products. Work products required for review are 1) One Behavior Services Assessment Report (BSAR) or Functional Behavior Assessment (FBA), 2) One Behavior Support Plan (BSP), and 3) Two Clinical Service Monthly Reviews (CSMR) or Progress Notes. All applicants with the appropriate credentials shall be

**A DIDD Approved Behavior Specialist (Temporary)** is a professional providing behavior services seeking to become a BCaBA®, BCBA®, or BCBA-D™ with a limited scope of practice.

A Behavior Specialist (Temporary) may participate in the following activities:

1. Train direct support professionals regarding behavioral procedures and conduct observations for data or implementation reliability.
2. Conduct functional behavior assessments and develop behavior support plans for persons supported for training purposes only (no billing for these activities is permitted).

Behavior Specialists (Temporary) may only work as an employee of an existing agency and under the supervision of a DIDD Fully Approved Behavior Analyst. The supervising Behavior Analyst must be registered as a supervisor with the BACB®.

DIDD Approved Behavior Specialists (Temporary) are approved to provide services through DIDD for 18 months, at which time the individual shall have received certification as a BCaBA®, BCBA®, or a BCBA-D®, or may no longer retain the status of DIDD Approved Behavior Specialist (Temporary). Behavior Specialists (Temporary) who have specific circumstances requiring a period of training that goes beyond 18 months, may request an extension, in writing, from the DIDD Director of Behavioral and Psychological Services.

**QUALIFICATION:** Must be registered to complete independent fieldwork with the BACB®.

**A DIDD Approved Behavior Specialist** is a professional providing behavior services with a limited scope of practice. Behavior Specialists are qualified to Train direct support professionals regarding behavioral procedures

and conduct observations for data or implementation reliability. DIDD Approved Behavior Specialists may only work as an employee of an existing agency and under the supervision of a DIDD Fully Approved Behavior Analyst. DIDD Approved Behavior Specialists must have the following credentials.

## **CREDENTIALS**

- 1) Completion of a bachelor's degree from an accredited institution in behavior analysis, psychology, special education, or a related field
- 2) Registration as a Registered Behavior Technician™ (RBT™) by the Behavior Analyst Certification Board (BACB®).

**Initial applications for DIDD approval** will be reviewed by the State Director of Behavioral and Psychological Services. The director will verify that criteria for approval have been met and provide a letter stating its approval/disapproval.

**Revocation of DIDD approval** may be executed by the State Director of Behavioral and Psychological Services when a provider has problems of conduct that require placement on the Tennessee Sex Offender Registry, Abuse Registry, Felony Registry, OIG Registry, or is substantiated for Abuse, Neglect, or Exploitation through the DIDD Incident and Investigation System. If a behavior service provider's approval is revoked because of a substantiated DIDD investigation, the provider may re-apply to the Statewide Behavior Support Committee for approval with an explanation of the substantiation and an appeal to be reinstated. The Statewide Behavior Support Committee will review the circumstances of the case and the overall performance of the behavior analyst in making its determination to approve/disapprove the re-application. Decisions of the Statewide Behavior Support Committee will be final.

**Revocation of DIDD approval** may also be executed by the DIDD Director of Behavioral and Psychological Services when a provider has had repeated instances of poor performance. Instances of poor performance will be documented by the Regional Behavior Analyst Director and presented to the State Director of Behavioral and Psychological Services for a determination. A list of concerns regarding poor performance is provided below.

- 1) A pattern of completing work products that do not meet the quality criteria listed in the Behavior Services Work Product Review.
- 2) A pattern of not completing work products according to established timelines.
- 3) A determination that information provided on the initial application is false.
- 4) Recurrence of performance issues subsequent to the specific class of performance issues having been addressed with mandatory technical assistance.
- 5) Violation of the Professional and Ethical Compliance Code for Behavior Analysts.
- 6) Loss of the license or certification that permits the person to practice as a behavior analyst.

If a behavior service provider's approval is revoked for any of the above reasons, the provider may re-apply for approval to an ad hoc committee composed of members of the Statewide Behavior Support Committee, the Assistant Commissioner of Health Services, and DIDD Office of General Counsel with an appeal to be reinstated. The ad hoc Committee will review the appeal and make a determination to approve/disapprove the re-application. Decisions of this ad hoc Committee will be final.

**The Statewide Behavior Support Committee** is composed of the State Director of Behavioral and Psychological Services, who serves as the chair, and the three Regional Behavior Analysis Directors. The chair and at least two members constitute a quorum. Determinations are made by a simple majority of the committee members. In the event of a tie, the chair will make the final decision.

**DIDD Fully Approved Behavior Analysts** with a BCBA<sup>®</sup> or BCBA-D<sup>™</sup> are eligible to request a Provider Agreement for independent practice of behavior analysis. Independent practice is not available to Behavior Specialists or DIDD Fully Approved Behavior Analysts with BCaBA<sup>®</sup> certification, and no agency shall be approved to provide Behavior Specialist services without also having a Behavior Analyst to provide supervision.